

1. June 22, 2022 Board Meeting Attendees:

- a. Board: Chair Knox, Vice-Chair Sivak, Treasurer Gorton, Trustee Whelan, Councillor Marsden, Trustee Fisher, Trustee Leung
- b. ELT: Director Gnissios, Deputy Director Goffe, Director Rauski, Director Jamieson
- c. Minutes: Office Manager Hausner
- d. Online - Trustee Lu
- e. Regrets - Trustee Heir
- f. Staff Observers - Janet Matsumoto, Melani Williams, Donna Clark-MacMurchy, Mavis Quek, Robyn Rees, Susan Martin (online)
- g. Members of the Public: Jeannine Silvestrone

2. Call to Order

- a. Called meeting to order at:6.04

3. Approval of Agenda

- Moved by Vice-Chair Sivak
- Seconded by Trustee Leung

4. Land Acknowledgement (standing item)

“We acknowledge that Coquitlam Public Library provides service on the unceded traditional territory of the Kwikwetlem First Nation, which lies within the shared territories of the Tsleil-Waututh, Katzie, Musqueam, Qayqayt, Squamish and Sto:lō Nations”

5. Regular Business

- a. Information: Finance Committee: May year to date Financials

Treasurer Gorton - met with Senior Accountant Qian and received YTD financials

- b. Information: Annual Report/Report to the Community [DRAFT]
Looking for comments from the board

6. Priorities

- a. Information: Budget 2023 Update

- City is looking for a more detailed budget, will send first draft to City for review on June 22, 2022
- Deadline for the Budget delivery is July 29, 2022
- Propose high level strategy for the tangible capital assets replacement policy as the City already has a similar process
- Need to develop a tangible capital asset replacement policy

- Suggest the trustees attend the finance committee prior to July Board meeting as observers to provide time to review in advance of approval at July Board meetin

- b. Information: Collections Strategy Update

City PRC staff have given there feedback on the document and Library staff will change approach.

The intent was to use this document as a brief starting point for the PowerPoint presentation to the City - feedback is its not going to the City. Document is a good history but not useful for City and Council; however, will post on Boardable for future reference by Trustees

c. Information: Library Link Replacement Update [laydown, update on City Council, Jun 27]

Funding has been approved by the City

Expect 14 months until we get the new library vehicle on the road
May have a competition to name the new library link

7. Consent Agenda

Board Minutes, Committees & Reports:

- Regular Board Meeting Minutes, May 25, 2022
- 2022 – Action Issue Log
- Finance and Audit Committee Meeting, June 15, 2022
- Strategic Planning Committee, May 24, 2022 [minutes deferred]
- HR Committee, June 13, 2022 [no minutes]

Executive Director's Monthly Reports

- Executive Director Report – June 2022
- Strategic Plan Action Plan update
- Invitation for Board Members to take part in Summer Reading Club Medal Ceremonies
- Cultural Services Advisory Committee Representative [June 9, 2022] no attendee
- InterLINK Representative Report [May 31, 2022]
- Friends Representative Report [June 9, 2022]

Documents, Reports, Correspondence:

- BCLTA Bulletin Jun '22 [[LINK](#)]
- 2021 City of Coquitlam NECC "What we heard" Info Graphic
- Letter received, U. Buckingham re staff layoff
- Service Level Agreement with City of Coquitlam - deferred to 2022

Action Items Arising from Consent Agenda

- Finance and Audit Committee Meeting, June 15, 2022 - needs to be pulled out of the consent agenda as it is still a draft, needs to be edited before approval

- Looking for board volunteers to present the summer reading medals - email Jay if you are able to attend

Moved by Trustee Whelan

Seconded by Trustee Leung

8. Council Report – City Councillor/Trustee - verbal report

7.7% inflation, budget will be tough this year, nailing down the capital costs are difficult

Election year, so the budget has been delayed, new council will be dealing with the next years budget requests

9. Standing Item: Trustee requests for information – open forum

n/a

10. Standing Item: Board Succession and Recruitment – open forum

Invite potential recruits to attend board meetings, so they can get a general sense of how things operate

11. Motion to move in camera

- Moved by Vice-Chair Sivak
- Seconded by Trustee Leung

ELT leaves meeting at: 8:00ish

- Moved by Trustee Whelan
- Seconded by Trustee Leung

d. Motion to Move out of In-Camera

- Moved by Treasurer Gorton
- Seconded by Trustee Leung

12. Adjournment

a. Motion to Adjourn meeting

- Moved by: Treasurer Gorton
- Seconded by: Trustee Leung
- Meeting finished at: not sure

13. Board Meeting Review Survey Announcement

Chair Knox discuss the [\[LINK\]](#) to survey

14. Next Regular Board Meeting:


DATE: Wednesday, July 27, 2022

PLACE: Hybrid – City Centre & Videoconference

ROOM: Boardroom

TIME: Dinner 5:30pm | Meeting 6:00 PM

Todd Gniissios, Secretary to the Board


for Natasha Knox, Chair Library Board

Date Signed: _____

Date Signed: 8 Dec 2022